

Addendum No. 1 to RFP 16-05



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding RFP 16-05,
Fire Department Evaluation & Strategic Planning

From: Angela M. Allen, Purchasing Director

Date: August 11th, 2015

Re: Answer questions, clarify deadline for submission

Addendum No. 1 to RFP 16-05

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

Please acknowledge receipt of any and all Addendums (if applicable) by signing above and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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1. Deadline for Submission

Previous versions of the RFP and advertisement stated an incorrect deadline. This addendum serves to clarify the deadline for submission is **11:00am ET August 18th, 2015**.

2. Questions Received

Q. Has the City previously had a review/evaluation (either inside or outside) of the Fire Department?

A. Yes. A study was completed and released in August, 2010.

Q. What was the final project cost (it appears billing occurred in a few fiscal years)?

A. The total project cost for the 2010 evaluation was \$24,000.

Q. Is the previous vendor the preferred vendor?

A. No, there are no preferred vendors for the RFP and the City welcomes proposals from all vendors.

Q. Is there City concern that the level of service provided by the Department is either too high or too low?

A. No.

Q. Is one of the study objectives to save dollars or reduce budget expenditures?

A. No. The City's main objectives are to evaluate station locations and response times with the changing Assembly Square and Union Square neighborhoods.

Q. Is there a budget established for the project, and, if so, can you communicate that amount?

A. The City does not have an established budget for the project but seeks responsible proposals that meet the scope of the RFP at an advantageous price for the City.

Q. Does the Certificate of Liability Insurance have to be included in the proposal, or only after award?

A. The Certificate of Insurance (and Certificate of Good Standing) are not required as part of your submission for the RFP. They will be required upon contract award and are included here to provide you an opportunity to know the contracting requirements moving forward.

Q. Would the City be receptive to a sample contract with some alternative language?

A. The City has provided sample contract language to let vendors know what the City's expected contract language will look like. However, the City is amenable to discussing and negotiating specific contract terms and would welcome advance notice of requested alternative language.